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Projects & Initiatives Report  
February 2014

Projects	Division	Upcoming Milestones	Start Date	End Date	Timeline Rating	Timeline Trend	Budget Rating	Budget Trend
Hiring and Staffing for Fiscal Year 2013/14 Positions	Authority Wendy Boykins	An aggressive recruitment plan is in place to fill the vacant positions. To date 46 of the 106 positions authorized have been filled (with an additional four pending hires that will be finalized by the end of the week).	8/1/2013	6/30/2014	♦	↑	♦	↔
Financial System	Fiscal Services Russell Fong	Obtain approval from the California Technology Agency (CTA) and Department of Finance - FISCAL (DOF). Delay in procurement and implementation of financial system due to development and submittal of Feasibility Study Report (FSR) required by Control Agency.	6/1/2013	10/1/2014	●	↑	●	↔
ROWMIS (Right of Way Management Information System)	Program Management Don Grebe	Meet with Caltrans staff to review technical requirements and follow up with OTECH. Evaluate ROW applications that were developed.	7/31/2013	7/1/2014	♦	↔	♦	↔
Streamline R/W	Program Management Don Grebe	Develop a plan that covers how Authority property will be managed from close of escrow until the DB Contractor occupation and/or disposal.	9/12/2013	6/1/2014	♦	↔	♦	↔
Quickmaps	Central Section Diana Gomez	Obtain assistance from the Department of Transportation and the California Technology Agency to implement the Lane Closure System (LCS) into the HSRA's web site.	7/31/2013	3/1/2014	♦	↑	♦	↔

Accelerate the Process For Request of Qualification Solicitation	Fiscal Services Russell Fong	Draft the process components and invite review and comments from stakeholders. Draft process has been developed and will be routed to stakeholders.	10/1/2013	2/28/2014				
Station Area Planning	Program Management Megan Cederoth	Develop policy and approach to value capture at station locations and support local partner agency efforts regarding TOD	8/1/2013	12/31/2017				
Finalize Invoicing Process	Fiscal Services Russell Fong	Payment of first DB Invoice for CP-1	7/1/2013	Completed				
Environmental Methodology Updates	Program Management Mark McLoughlin	Update guidelines and approach to completion of EIR/EIS to reflect lessons learned and streamline preparation of future documents.	1/1/2013	12/31/2014				
Programmatic Standards Update	Program Management Robert Ball	Update engineering standards and requirements to maintain program objectives for speed and safety while allowing for both design and construction innovation. Iterative process underway to support project milestones.	1/1/2013	12/31/2014				
Long-term Leased Vehicles	Business Services Peter Villanueva	Obtain additional budget to provide vehicles for Authority Staff. Vehicles will be acquired upon Budget approval in early 2014 through June 2015.	8/1/2013	6/30/2015				
Field Safety Handbook	Risk Management Jon Tapping	Working with the PMT to come up with a strawman for a field safety handbook for Authority staff in a construction setting. Completed and published in mid-December	9/1/2013	Completed				

Electronic Workflow Management for Personnel Request Forms	Program Management Richard Frankhuizen	PMT is working on an electronic workflow process for managing the Personnel Request Forms (PRF) and the Master Resource Pool (MRP) List. Beta test is complete for the PMT and the SharePoint work flow for the Regional Consultants is under development.	9/1/2013	4/30/2014				
Document Management System	Business Services Peter Villanueva	Implement process for document management within the Authority	8/27/2013	6/30/2014				

 Satisfactory, no corrective action    
  Caution, need for corrective action now or soon    
  Escalate, immediate corrective action required  
 No Change    
 Increasing    
 Decreasing